
240.60

Documenting Completed Nutrition Education Contacts

Overview

Policy	Completed nutrition education contacts must be recorded on the nutrition education tab to document the provision of program benefits and ensure continuity of services for participants.
One-to-one contacts	<p>When completed one-to-one nutrition education contacts are documented in the WIC data system, the following information is recorded:</p> <ul style="list-style-type: none">• Date,• Nutrition education covered topic,• Pamphlets provided, and• Name of the CPA that provided the contact (or the name of the CPA that recorded the contact for another program).
Nutrition education classes	When a class is documented, the individual nutrition education topics are automatically recorded in the participant's record.
Internet contacts	When an internet based module contact is completed via wichealth.org, documentation in the WIC data system will be automatically completed during the nightly data system batch jobs.

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